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# Example of Medication Technician Job Description

Our innovative and growing company is hiring for a medication technician. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for medication technician

* Aid and assist the pharmacist in assigned supervised duties in a responsible and ethical manner
* Interacts with a variety of healthcare professionals, corrections and administrative staff to achieve the goals of the pharmacy department and fulfill contractual requirements
* Maintain an organized pharmacy
* Maintain a perpetual inventory
* Process and rotate inventory including returns
* Prepare all prepackage and repackage stock
* Process medication orders from contract facilities
* Observe all security policies and procedures
* Perform medication histories for new admissions to TriStar Skyline Medical Center prior to transfer from the emergency department
* Pharmacy services are provided 24 hours a day/seven days a week

## Qualifications for medication technician

* Cardiopulmonary Resuscitation (CPR) and First Aid Certified (or training will be provided by employer within 30 days of hire date)
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* Minimum of 2 years of Pharmacy Technician experience is required
* Texas State Board of Pharmacy Registration required
* CPR – BLS required within 60 days of employment
* IV Certification (ACCP or ASHP) required within 60 days of employment